

Request for Quotations (RFQ)

Product/service required: Provision of Landscaping Services.

1. Detailed Description:

The US Embassy Windhoek is soliciting quotes for the provision of landscaping services at one of our residences; 105 Joseph Ithana street as per attached SOW.

- 2 Price Quote Due Date:** All quotes must be submitted via sealed envelope and delivered at the US Embassy, 14 Lossen street, Ausspannplatz, attention: Contracting Officer, Mr. Orlin Clements; ClementsOV@state.gov on or before June 22, 2016 on or before 17h00.

3 Compulsory site visit:

There will be a compulsory site meeting on Wednesday, June 14, 2016 at 09h00 am at 105 Joseph Ithana street, Ludwigsdorf, Windhoek.

Please contact Mr. Parklan Xoagub at 061 – 2958524, xoagubp@state.gov, 0811407058 to confirm your attendance.

- 4 Contract vehicle:** Open Market

- 5 Set-aside restrictions?** There are no set-aside restrictions for this procurement.

- 6 Meet or Exceed?** Offers must meet or exceed requested specifications as described herein.

- 7 Award Type:** Government Purchase Order/ Contract.

- 8 Evaluation Criteria:** Lowest price and Technically-Acceptable by the Government.

- 9 Offer validity:** 30 days

Applicable FAR clauses: The selected Offeror must comply with all applicable FAR clauses. Please see final contracting instrument for a complete list, the full text of which may be accessed electronically at <http://www.acqnet.gov/far>.

Contracting Authority: This request for quotation does not constitute a contract with the U.S Government. Per FAR 1.602, the sole representative of the Government authorized to enter into an agreement is a warranted Contracting Officer. The selected Offeror must ensure that a valid obligating document (e.g. Government Purchase Order) signed by a Contracting Officer is in place before commencement of work. Any and all modifications after the commencement of work must likewise be authorized by a Contracting Officer.

Delivery and Work Completion: Upon receipt of Purchase Order.

